Tech Tutor/Job Coach
Specialized Competencies

K=Knowledge-based competency
S=Skill-based competency

K1 Knowledge and understanding of career and technical education programs and terminology.

K2 Knowledge and understanding of ADA (Americans with Disabilities Act), IDEA (Individuals with Disabilities Education Act), confidentiality, vulnerable adult status, and mandated reporter responsibilities.

K3 Knowledge of how specific disabilities impact the work and classroom environments.

K4 Knowledge and understanding of a student’s individual goals and objectives, and the need for support in the classroom and on the job.

K5 Knowledge of the child labor laws, OSHA, safety, harassment issues, material handling, and Minnesota Employee Worker Rights.

K6 Knowledge of how career and technical education programs can achieve student’s goals and objectives.

K7 Knowledge of assessment strategies to provide team with information useful to the development of related goals and objectives.

K8 Knowledge of occupational content area.

K9 Knowledge of community resources.

S1 Ability to provide instruction and support of work-related behaviors, job seeking skills, and job specific skills in school or at a community work site.

S2 Ability to conduct a task analysis, gather data, document progress and prepare detailed notes.

S3 Ability to facilitate and support critical thinking/decision making skills and promote self-advocacy.

S4 Ability to appropriately support and recognize when to reduce direct support.
Ability to demonstrate, model, and teach appropriate behaviors.

Ability to develop and implement accommodations and natural supports in work and classroom settings.

Ability to work collaboratively with team members.

Ability to enhance public relations with employers and community.

Ability to foster appropriate working relationships at the work site.

Ability to access tools, technology, and adaptation devices.

Ability to understand and implement appropriate communication links.

Ability to recognize emergency situations and implement appropriate procedures.